

**City of South Bend, Indiana
2016 Budget Calendar
August 31, 2015**

Date	Time	Responsible	Action Item
August 17, 2015	5:00 p.m.	Mayor, Common Council, Clerk, A/F, Department Heads & Fiscal Officers	<p style="text-align: center;">2016 City-wide Budget Overview:</p> <ul style="list-style-type: none"> • Goals/objectives • KPI's/outcomes • Employee summary • 5 Year CIP • Income Projections • Proposed Expenditures
August 17, 2015	5:30 p.m.	A/F, Human Rights, Common Council	<p>Budget Hearing – Session No. 1: Administration</p> <ul style="list-style-type: none"> • 311 Call Center (101-0104) • A/F – Finance (101-0401) • A/F – Insurance (711) • A/F – HR (101-0401) • A/F – Human Rights (101-1008, 258) • A/F – Safety/Risk (226) • A/F – IT (101-0401, 404-0672) • A/F – COIT Fund (404) • A/F – EDIT Fund (408) • A/F – HOF Debt Service (313)
August 18, 2015	7:00 p.m.	A/F, Council Members, certain Department Heads	<p style="text-align: center;">Offsite Budget Presentation – Community Forum for Economic Development – LaSalle Branch Library (3232 W. Ardmore Drive)</p>
August 19, 2015	5:00 p.m.	A/F, Mayor, Legal Dept, Public Works, Common Council	<p>Budget Hearing – Session No. 2:</p> <p>Mayor's Office (101-0101) Legal Department (101-0501)</p> <p>Public Works</p> <ul style="list-style-type: none"> • PW – GIS (101-0602) • PW – Bldg. Maint (101-0602) • PW – Engineering (101-0602) • PW – Env. Services (641) • PW – LRSA Fund (251) • PW – Solid Waste (610, 611) • PW – Organic Res. (641-0631) • PW – Project Releaf (655) • PW – Central Serv. (222) • PW – Sustain. Office (222-0616) • PW – MVH/Streets (202) • PW – Sewers (641-0621) • PW – Sewer Insurance (640) • PW – T&L (202) • PW – Water Works (620) • PW – Major Moves (412)
August 24, 2015	7:00 p.m.	Mayor, Common Council, Clerk, A/F, City Attorney	<p style="text-align: center;">First Reading on 2016 City budget & 2016 Transpo budget</p>

**City of South Bend, Indiana
2016 Budget Calendar
August 31, 2015**

August 31, 2015	5:00 p.m.	A/F, DCI, Common Council	<p>Personnel/Finance Budget Hearing – Session No. 4:</p> <p>Department of Community Investment</p> <ul style="list-style-type: none"> • DCI – Planning (211) • DCI – Neigh. Engage. (211) • DCI – Business Dev. (211) • DCI – ED Resources (211) • DCI – Loss Recovery (227) • DTSB (408-0401-415-39-30) • Redevelopment Budgets (information only)
September 1, 2015	5:00 p.m.	A/F	Submission of 2016 budget to County Council for non-binding review (deadline 9/1/15)
September 2, 2015	5:00 p.m.	A/F, City Clerk, Council, Police	<p>Budget Hearing – Session No. 5:</p> <p>Police Department</p> <ul style="list-style-type: none"> • Police – Administration (101-0801) • Police – Uniform Div.(101-0801) • Police – Investigative (101-0801) • Police – Community Relations Division (101-0801) • Police – Prof. Standards (101-0801) • Police – Risk Manage. (101-0801) • Police – Pension Fund (702) • Police – PS LOIT (249-805) • Board of Safety (101-0103) • Other Police Funds
September 8, 2015	5:00 p.m.	A/F, City Clerk, Fire Department, Building Department, Code Enforcement, Animal Control, Common Council	<p>Budget Hearing – Session No. 6:</p> <p>Building Department (600-1306) Code Enforcement/Animal Control</p> <ul style="list-style-type: none"> • Code – Administrative (600-1201) • Code – Animal Control (600-1207) <p>Fire Department</p> <ul style="list-style-type: none"> • Fire – Administrative (101-0901) • Fire – EMS Capital (287) • Fire – EMS (288) • Fire – Inspection Bur (101-0901) • Fire – Instruction Bur (101-0901) • Fire – Pension Fund (701) • Fire – PS LOIT (249-0905)
September 9, 2015	5:00 p.m.	A/F, TRANSP0, City Clerk, Common Council	<p>Budget Hearing – Session No. 7:</p> <ul style="list-style-type: none"> • TRANSP0 (none) • Clerk – Administrative (101-0201) • Clerk – OVB (101-0201) • Common Council (101-0301)
September 10, 2015	9:30 a.m.	DCI, Redevelopment Commission	Redevelopment Commission sets public hearing for October 15, 2015

**City of South Bend, Indiana
2016 Budget Calendar
August 31, 2015**

September 14, 2015	5:00 p.m.	A/F	<ul style="list-style-type: none"> Submission of Form 3 Budget notice in Gateway
September 21, 2015	6:00 p.m.	A/F, Council, Public Works, DCI	<p style="text-align: center;">Community Forum Notre Dame Center for Arts & Culture 1045 W. Washington Street</p>
September 23, 2015	5:00 p.m.	A/F, Parks, Morris/Palais, Century Center, Art Museum, Studebaker Museum, Common Council	<p>Budget Hearing – Session No. 3: (Rescheduled from August) Culture & Arts</p> <ul style="list-style-type: none"> Morris PAC (101-0404) Palais Royale (101-0405) Century Center (670, 671) Studebaker National Museum (404-0409-453-39-30) South Bend Museum of Art (404-0408-453-39-30) <p>Parks</p> <ul style="list-style-type: none"> Parks – GF Administration (201-1100) Parks – GF Maintenance (201-1101) Parks – GF Golf (201-1102) Parks – GF Recreation (201-1103) Parks – GF Zoo (201-1104) Parks – GF Greenhouse (201-1106) Parks – GF Graffiti (201-1108) Parks – Recreation Fund (203) Parks – Coveleski Capital (401) Parks – Zoo Endowment (403) Parks – Nonreverting Capital (405) Parks – City Cemetery (730)
September 23, 2015	Noon	A/F, Legal, City Clerk, Council	<ul style="list-style-type: none"> File 2016 Mayor, Clerk, Council, non-bargaining, and bargaining salary ordinances with City Clerk
September 28, 2015	7:00 p.m.	Mayor, Clerk, Council, A/F	<ul style="list-style-type: none"> First reading of 2016 Mayor, Clerk, Council, non-bargaining and bargaining salary ordinances
September 28, 2015	7:00 p.m.	Mayor, Council, A/F, Department Heads, Transpo, Fiscal Officers	<p style="text-align: center;">Public hearings on 2016 City and Transpo budgets (public hearing deadline is 10/23/15)</p>
October 12, 2015	7:00 p.m.	Mayor, Council, A/F, City Clerk, Department Heads, Transpo & Fiscal Officers	<p style="text-align: center;">Adoption of 2016 City and Transpo budgets (deadline 11/2/15)</p>
October 12, 2015	7:00 p.m.	Mayor, Council, City Clerk, A/F, Legal,	<p style="text-align: center;">Adoption of 2016 Mayor, Clerk, Council, bargaining and non-</p>

**City of South Bend, Indiana
2016 Budget Calendar
August 31, 2015**

		Departments	bargaining salary ordinances (deadline 11/1/15)
October 15, 2015	9:30 a.m.	Redevelopment Commission, DCI	Public hearing and adoption of 2016 Redevelopment budgets
October 19, 2015	5:00 p.m.	Council, City Clerk, A/F, various depts.	Budget Hearing – Session No. 10 – final budget items
October 26, 2015	7:00 p.m.	Mayor, Council, A/F, City Clerk, Department Heads & Fiscal Officers	Backup Date for Adoption of 2016 Civil City budgets & Salary Ordinances
November 2, 2015	--	--	Deadline to adopt budgets, rates, levies and salary ordinances